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28 APR 1978

MEMORANDUM FOR: Director of Central Intelligence
 VIA: Deputy Director of Central Intelligence
 FROM: John F. Blake
 Deputy Director for Administration
 SUBJECT: Zero-Based Review of Clearances -
 20 April 1978

25X1

1. Action Requested: This memorandum contains a recommendation for your approval.

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2. Background: The review requested by your memorandum involves a careful study of the need to know justification for the personnel cleared in a given contractor facility for SCI on Agency activities. This need to know authority is vested in the various program managers within the Agency, who are assigned to monitor and direct the contractor either on specific approved programs or study contracts. Accordingly we have reviewed this matter with DDS&T and NFAC to develop a coordinated Agency approach to the problem.

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The procedure followed for the initiation of an SCI approval involves the receipt of a request from the contractor together with the required justification. This request is then forwarded to the appropriate program monitor for his concurrence prior to entering the formal request into the clearance cycle. The requests are not submitted to the Office of Security Clearance Division until such concurrence is obtained.

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In carrying out a pilot study, we would plan to have the program manager initiate a message to the contractor involved announcing the purpose of the review and requesting him to assemble all necessary data for review by a team which will visit the firm. The team would consist of one or more program managers and a security representative.

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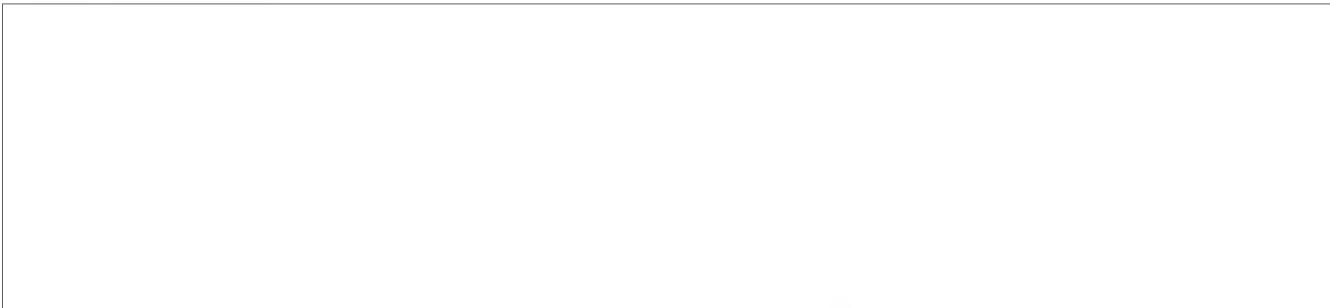
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[redacted] The team would then visit the contractor, following a reasonable time period, to effect a zero-based review and establish individual access requirements at the facility.

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J for John V. Blake

APPROVED: *J. V. Blake* Director of Central Intelligence

DISAPPROVED: *J. V. Blake* Director of Central Intelligence

DATE: *20 APR 1978*

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*I don't have just contractors
 in mind - CIA, NSA, NRO,
 NSC, etc.*

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